

Aim High, No Limits

ANSTEY JUNIOR SCHOOL

Minutes of Full Governing Body Meeting Held on Wednesday 12 July 2017 at 6.00pm

Present: Geraldine Dawson (Chair) Suzanne Hayden
Tim Yates Paul Denton
Jenny Jones (Head Teacher) Martin Green

Apologies: Lewis Johnston Nigel Lowe
Tracie Brown Clare Walker
Caroline Prescott

In Attendance: Rachael McGrath (Deputy Head)
Juliet Woolman (Clerk)

		Action
1.	<p><u>Welcome and Apologies for Absence</u></p> <p>The Chair welcomed those present to the meeting. Apologies were accepted.</p> <p>A discussion was then held which was recorded as a Confidential Minute.</p>	
2.	<p><u>Constitution</u></p>	
2.1	<p>Election of Officers</p> <p>Election of Chair Geraldine Dawson had indicated her willingness to stand as Chair for a period as outlined above. As there were no other nominations for the role, the Clerk conducted the election and Geraldine Dawson was unanimously elected. Geraldine Dawson resumed the Chair for the remainder of the meeting.</p> <p>Election of Vice-Chair As no nominations had been received in advance, Tim Yates agreed to stand as Vice-Chair again and was unanimously elected.</p>	
2.2	<p>Committee Terms of Reference and FGB Standing Orders</p> <p>FGB Standing Orders Paragraph 2, bullet point 1 was changed to "6 or above". These were then agreed.</p> <p>Committee Terms of Reference These had been circulated in advance and were agreed by the FGB.</p>	
2.3	<p>Membership of Panels Details of the purpose of each panel and the procedure to be followed in convening them had been circulated in advance of the meeting. All Panels</p>	

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2.4	<p>except the HT Performance Management Panel would be convened by the Clerk contacting Governors in alphabetical order.</p> <p>Members of the HT Performance Management Panel for 2017-18 were listed as:</p> <ul style="list-style-type: none"> - Clare Walker; - Tim Yates; - Nigel Lowe. <p>Martin Green stated that he would like to join this panel and, as it was felt that 3 members were sufficient, the Chair agreed to discuss this with the current members.</p> <p>Governor Appointments Appointments were as follows: Forum Rep: Clare Walker Health and Safety: Nigel Lowe Safer Recruitment Trained Governors: Jenny Jones, Geraldine Dawson, Tracie Brown SEN / PP: Geraldine Dawson Safeguarding: Paul Denton DTG: Tracie Brown.</p>	GD
3.	<p><u>Meeting Dates for 2017 / 18</u></p> <p>A calendar of meetings had been circulated in advance and this was agreed.</p>	
4.	<p><u>Declaration of Pecuniary Interests</u></p> <p>There were no declarations.</p>	
5.	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 3 May 2017 were agreed as an accurate record and signed by the Chair.</p> <p>Matters Arising <i>Item 3 Results for Ex-AJS Children</i> – Amery Hill had offered to send data through on this. <i>Item 4 (11.1) Safeguarding</i> – Paul Denton would be attending the training in October. Check if Caroline Prescott is also attending. <i>Item 4 (8.5) Half-termly Health and Safety Checks</i> – this had been discussed at Environment and Safety and there were enough volunteers at present. <i>Item 5 Policy on Absence</i> – parents had been reminded of this in the school newsletter. <i>Item 5 Achievements of Ex-AJS Pupils for Website</i> – this was still to be completed. <i>Item 6.4 Governor Training Autumn Term</i> – see below.</p>	CP JJ
6.	<p><u>Headteacher's Report</u></p>	

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	<p>A written report had been circulated. The SATs results provided evidence that the school had met all targets in the Strategic Plan. Results were in line with national results in all areas except SPAG with particularly good news in maths. The Headteacher confirmed that the original statement was from September 2016 and the Plan had then been updated throughout the year.</p> <p>One more child was joining Y3 bringing the number in that year to 59 and more taster days for interested children were taking place.</p> <p>The school had been very pleased with the SATs results but felt that children could have done even better. A HCC Inspector had come in on Monday to look at the results and she confirmed the school was not high up the list of schools that the LA thought to be at risk because of their results this year. Proper progress data would be available in September. Results for reading and the combined score were likely to go up as one paper was being re-marked. This would take the Combined score to 65%, meeting the floor target (a rise from 33% last year). Results included one child who had not been in school all year.</p> <p>Results reflected the hard work and effort that everyone in the school had made this year and had not been achieved at the expense of a varied curriculum for the children. Governors commented that they had spoken to children in Y6 who, whilst acknowledging that they had missed some things for SATs, were positive about everything.</p> <p>There was still a gap between FSM and other children. However, this was improving with the Combined score rising from 14% last year to 44% this year. FSM children had made huge progress particularly in writing where Writing Legends had made a big impact. There had been 22 FSM children last year and there were 16 this year. In most subjects, the gap between all and FSM was only 2 or 3 children. Emily South had worked very hard on parental engagement in Writing Legends and this had worked well.</p> <p><u>Governor Questions</u></p> <p>1) <i>What impact will the HLTA training have on the school?</i> Headteacher – the LSA will find out if they have passed next week. They are then able to take classes without a teacher but this would only be used for short periods of time, outdoor learning etc.</p> <p>2) <i>Can we appeal on any SATs papers?</i> Headteacher – we have been through all the borderline papers. There is some incorrect marking but it will only make a difference in one case. Lots of schools are sending in appeals on SPAG tests because children have lost marks for writing their punctuation too big or the wrong way round, even if it is in the right place.</p> <p>3) <i>What support will Y3 teachers have who are both fairly inexperienced?</i> Headteacher – our NQT is very strong and Rachael McGrath will be mentoring. Emily South will be continuing her QTL role. The Senior Team have discussed this at length and are confident we have a very good team in Y3.</p> <p>4) <i>Why are you moving to 45 minute lessons?</i> Headteacher – we decided it was time to review the timetable having continued from the original concept of the “literacy hour” for a long time. The hour was not really being used effectively. We trialled 45 minutes and found that the pace of lessons really improved and teachers liked it. This allows us some extra slots to do things like spellings and times tables. We have also moved assembly and breaks this year.</p>	

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	<p>5) <i>Are you confident that 1:1 specialists are better at delivering interventions for vulnerable children?</i> Headteacher – both children and staff were positive about the experience of using the teacher to do this but it wasn't producing the results. The PP intervention programme has now run for 4 years and we have to acknowledge that it hasn't had the impact on results that we wanted. We therefore need to move to things which are proven to work including more 1:1 and Legends groups.</p> <p>6) <i>Has there been a large rise in the number of child protection cases this year?</i> Headteacher – yes, including 2 children who have gone into care. The impact has been felt across the school and particularly by Stacey Fleming and myself who act as DSLs. There are a lot of case meetings which really impact on time and emotions. We are therefore looking at whether we can employ other members of staff for extra hours each week as it has been almost unsustainable this year.</p> <p>Governors agreed that it was very important to resource this properly and commented that it was a distortion of the job in terms of workload and the need for an additional area of expertise. The Headteacher stated that the school also needed to consider providing supervision for those involved which other case workers receive. Certain companies provided this service and it was important to consider buying this in.</p> <p>7) <i>Would the local LEA fulfil this role?</i> Headteacher – not within our SLA. We could ask the EP to do it but this takes them away from assessing children's needs.</p> <p>The Headteacher confirmed that everything at case meetings was confidential and aspects could only be shared if absolutely necessary. This meant that a class teacher would not know everything. The school was obliged to have a representative at meetings because they were the voice of the child and had a lot of evidence. It was a statutory duty for the DSL to attend. Case work often meant that other work did not get done during the day and this was not sustainable.</p> <p>It was agreed that, should the Headteacher decide to leave at Christmas, this should be discussed at a Strategic HR Committee and an extraordinary FGB if necessary.</p> <p>The impact of Sports Funding would be discussed at the next FGB meeting.</p>	<p>HR Agenda</p> <p>FGB Agenda</p>
7.	<p><u>Review of Extended Schools Provision</u></p> <p>It had been a very good year for Extended Schools Provision. The after-school club now had an exceptionally good co-ordinator who was organising the staff. The club would be losing the children from St Lawrence and a member of staff so would be no worse off. More advertising would take place at AJS and the Infants.</p> <p>Rachael McGrath was undertaking termly monitoring visits and any concerns were always addressed. Staff were well trained. The new co-ordinator was a sports specialist. Governors commented that children didn't view it as more school and this was testament to how varied it was.</p>	
8.	<p><u>Safeguarding Audit</u></p> <p>This was approved by the FGB.</p>	

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9.	<u>Chair's Issues</u>	
9.1	It was hopeful that the website would be ready for September.	
9.2	Governors were asked to consider anyone whom they thought might be suitable for the Co-Opted Governor vacancy. The Chair would also email Tracie Brown to see whether there were any particular skills required following the recent skills audit.	ALL GD
10.	<u>Committee Reports</u>	
10.1	SALTY Meeting At this meeting of Chairs of Committees and SLT, evidence on an aspect of the Strategic Plan had been produced by one of the Chairs and a member of SLT. A meeting was held 3 times a year and provided evidence of Governors fulfilling their strategic role.	
10.2	Finance Committee This Committee had not met.	
10.3	Curriculum and Standards The Committee had discussed the huge improvement in SATs with results in line with or above national averages. Lots of different strategies had worked this year in maths and could be repeated next year. The school was disappointed that marks weren't even better but teacher assessment had been proven to be accurate taking into account changes in pass marks. This showed much greater confidence in assessing against the standards. The Combined mark was very important and the school had reached 65% exactly (floor target). Trends therefore showed a very improving picture on attainment and progress and it was important to recognise what a fantastic achievement this was. The Committee had also considered Levels achieved in other years and these were generally on track. The Chair then asked for thanks to be passed on to all staff involved after a year of hard work.	
10.4	Strategic HR Minutes had been circulated.	
10.5	Pay This Committee had not met.	
10.6	Environment and Safety Minutes had been circulated. The Chair informed Governors that Todd Bewley was achieving a huge amount around the school having taken on a range of responsibilities. Nigel Lowe would be producing his biennial report.	
11.	<u>Governor Training</u> The topic for the Autumn term was still to be confirmed but would either be 'going for outstanding' or HT recruitment. It might be possible to include safer recruitment in this.	

		Action
12. 12.1 12.2	<u>Policy Review</u> Freedom of Information This was from the HCC model statement and was approved by the FGB. Home School Agreement This was no longer statutory. The policy was approved by the FGB.	
13.	<u>Date of Next Meeting</u> Wednesday 4 October 2017 at 5.30pm	

Signed

Date